



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	1	2024		31	12	2024

Section A

Reference and administration details

Charity name

Culverstone Community Association

Other names charity is known by

Registered charity number (if any)

302721

Charity's principal address

Culverstone Community Centre

Whitepost Lane, Culverstone Green

Gravesend

Postcode

DA13 0TN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Christopher Simms	Treasurer		
2	Kahren Garnett	Secretary		
3	Julie Roper			
4	Hilary Blythe			
5	Jean Louzado			
6	Lauren McCarthy			
7	Joyce Nidd			
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14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We have a close relationship with Meopham Parish Council with a Parish Councillor regularly attending our committee meetings.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote the benefit of the inhabitants of Culverstone and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the Local Authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the said inhabitants.

To maintain and manage a Centre for activities promoted by the Association and of its constituent bodies in furtherance of the above objects.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Centre provides facilities for the public to engage in a wide variety of activities. These include the following:

Badminton
Table tennis
Short mat bowls
Yoga
Coffee Club
Dog training club
Toddler groups
Children's parties
Electric car drifting
etc.

The Trustees consider that provision of these facilities and maintenance of the Community Centre comply with the requirements for public benefit issued by the Charity Commission.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

2024 was a good year for the community centre with a significant increase in bookings compared to previous years. The centre is well used during the week by regular clubs and has children's parties and other events at weekends.

Income was also boosted by higher interest rates on our deposits.

Section E Financial review

Brief statement of the charity's policy on reserves

The association has set aside a significant amount (£25000) for repairs to the roof which are expected in the not too distant future. Other reserves are used as and when required for maintenance and major projects. The hire charges are set at as low a level as possible in order to cover normal running costs. This ensures that the Centre is well used.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of income is from the hire charges and very little fundraising takes place. The Committee run a weekly coffee club which is the only regular fundraising taking place. The main expenditure is on provision of services such as electricity, cleaning and maintenance of the building with surplus funds being used for major projects when required. No projects were undertaken in 2024.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Christopher Simms	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	16-June-25	

CULVERSTONE COMMUNITY ASSOCIATION

INCOME AND EXPENDITURE ACCOUNT - YEAR ENDED 31st DECEMBER 2024

INCOME RECEIVED

	2024	2023
Hall Lettings	23707.00	17606.03
Deposit interest	3769.12	2818.56
Grants	250.00	0.00
Donations	0.00	0.00
	<u>27726.12</u>	<u>20424.59</u>

EXPENDITURE

Cleaning	4114.08	3185.10
Electricity	5251.11	3210.43
Fire & Security	190.54	331.67
Insurance	1476.62	1440.34
Hall Maintenance	728.28	5728.48
Miscellaneous	815.97	519.38
Office Supplies	220.58	74.42
Projects	0.00	0.00
Rates	151.36	155.34
Refuse Collection	446.70	390.10
Water services	-20.20	98.25
Telephone	570.71	541.73
Wages & Labour	3084.50	2760.00
	<u>17030.25</u>	<u>18435.24</u>

Income - Expenditure

10695.87 1989.35

CULVERSTONE COMMUNITY ASSOCIATION

BALANCE SHEET AS AT 31st DECEMBER 2024

2023

FIXED ASSETS

	Land and Buildings at Cost	72898.00	
72898	Depreciation to date	0.00	72898.00

CURRENT ASSETS

8799	Current A/C	16364.97	
43120	COIF Deposit A/C	46610.52	
25000	Roof Emergency Deposit A/C	25000.00	
408	Petty Cash	406.11	
324	Cash/Cheques In Hand	313.50	
914	Running Costs owed	1478.82	
0	Interest owed	278.96	
2215	Insurance prepaid for 2025	2309.36	92762.24
153679	TOTAL ASSETS		165660

LIABILITIES

1450	Deposits held	1425.00	
911	Prepayments	1007.79	
61	Lego Club	0.00	
960	Accrued expenses	2234.95	4667.74
			4668

Net Assets (Total Assets - Liabilities)

160993

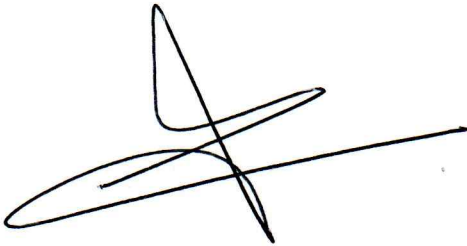
CAPITAL

Bal b/fwd from previous year	150297	
Profit / Loss this year	10696	160993

CULVERSTONE COMMUNITY ASSOCIATION
YEAR ENDED 31 DECEMBER 2024

I have examined the Income Expenditure Report together with the relevant documents and statements.

The report, together with the Balance Sheet are an accurate reflection of the activity for the year ended 31 December 2024.

A handwritten signature in black ink, consisting of a large, stylized 'R' followed by a horizontal line and a diagonal stroke.

Richard Blythe FCIB

16 Mountfield Close, Culverstone Green, Meopham, Kent DA13 0UJ